

The Virginia Department of Criminal Justice Services



Juvenile Justice and Delinquency Prevention Conference

“Making A Difference in Juvenile Justice”

June 19 - 20, 2007

Hampton Roads Convention Center

Exhibit Agreement Form

LOCATION: Hampton Roads Convention Center
1610 Coliseum Drive
Hampton, Virginia 23666
(757) 315-1622

EXHIBIT HOURS: Tuesday, June 19, 2007 8:00 AM – 5:00 PM
Wednesday, June 20, 2007 8:00 AM – 5:00 PM

SET UP: Exhibitors are responsible for receiving and setting up their exhibits.
Set up time is 1:00 PM - Midnight on Monday, June 18, 2007.

TAKE DOWN: Exhibitors are responsible for dismantling and removing their exhibits.
Exhibits must be removed by 5:00 PM on Wednesday, June 20, 2007.

PROVISIONS: One 6' x 2' skirted table; two chairs; electric connections can be made available for an additional fee of \$50.00.

FEE: The exhibit fee (\$250.00-non-profit; \$500.00-standard) includes the above provisions and conference registration. Exhibitors are welcome to attend plenary sessions, workshops, and “scheduled” meals and breaks (limited to no more than two exhibit staff).
No refunds can be made after May 29, 2007.

GENERAL:

- Exhibitors may not sublet or assign their space to others.
- Combustible materials or explosives are prohibited; fire extinguishers and exits must not be obstructed.
- Sounds from audio machines must be subdued and not disturb other exhibitors.
- Exhibitors shall pay for any damages to property owned by the Hampton Roads Convention Center resulting from any act or omission of Exhibitor.
- Exhibitor agrees to defend, indemnify and hold harmless the Hampton Roads Convention Center and the Virginia Department of Criminal Justice Services from any damages or charges resulting from Exhibitor's use of property.
- Exhibitor's liability shall include all losses, costs, damages, or any other occurrences to any person or persons, including the Exhibitor, conference invitees, etc. which arise from the Exhibitor's occupancy and use of the exhibition premises, the Convention Center or any part thereof.

The exhibit fee must accompany this agreement and should be received by the Virginia Department of Criminal Justice Services no later than June 1, 2007. Checks should be made payable to “Treasurer of Virginia”.

Signature _____ Date _____

Name (Please Print) _____ Title (Please Print) _____